



Management Consultants &
Certified Public Accountants

**General Services Administration
Federal Supply Schedule**

Authorized Federal Supply Schedule Price List

CONSOLIDATED SCHEDULE CONTRACT (00CORP)

- **Financial and Business Solutions(FABS)**
- **Mission Oriented Business Integrated Services (MOBIS)**

| | |
|-------------------------|-------------------------------------|
| Schedule No.: | 00CORP |
| Contract No.: | GS-00F-184CA |
| Contract Period: | July 7, 2015 to July 6, 2020 |
| Business Size: | Small Business |

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On-line access to contract ordering information, terms and conditions, up-to-date pricing, and the option to create an electronic delivery order is available through *GSA Advantage!*, a menu driven database system.
The INTERNET address for *GSA Advantage!* is: <http://www.gsa.gov>

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Company Information

Broad Capabilities to Meet Government Agencies' Needs

Far reaching and comprehensive mandates such as the Chief Financial Officers Act; the Government Performance and Results Act; OMB Circulars A-127, A-123, A-130; the Clinger-Cohen Act; the; the Accountability of Tax Dollars Act of 2002; the Computer Security Act of 1987; FASAB Standards; and other mandates have increased the demands for greater accountability by Federal financial and program managers. Additionally, budget constraints; the migration to enterprise-wide integrated financial management systems; competitive outsourcing; and the need to monitor Federal programs, activities and functions (particularly awards to third parties), have increased the need for Federal financial managers to accomplish more with limited resources.

The broad based expertise that we have gained in providing services to numerous Federal and State government agencies makes us uniquely qualified to meet the needs of financial and program managers. What we bring to our public and private sector clients is a commitment to excellence, and technically qualified professionals with relevant industry experience. Our expertise range from accounting services to auditing and enterprise security services. As evidenced by our representative client list, we serve governmental agencies throughout the United States. Below is a synopsis of just some of our capabilities.

Accounting & Financial Management Services

- Problem Disbursement Analysis & Resolution
- Assistance with Budget Formulation and Execution
- Accounting Support and Outsourcing
- Special Studies to Improve Accounting Operations
- FASAB Standards Implementation
- Audit Findings Resolution
- Financial Statement Preparation
- Assistance with Lease and Property Issues
- Federal Financial System (FFS) / Momentum Support
- Development and Implementation of Policies & Procedures
- Assistance with Year-end Closing

Program Support & Economic Analysis

- Cost Estimating and Modeling
- Cost Benefit Analysis Under Clinger-Cohen Act
- Development of Business Case Analysis
- Travel and Procurement Management Support
- Development and Implementation of Process Improvement Strategies
- GPRA Technical Assistance
- Litigation Support Services
- Mortgage Origination Reviews
- Grant and Contract Management Support
- Development of Risk-Based Program Assessments

Audit & Related Services

- Chief Financial Officers' Act Audits
- Auditability Assessments
- Audit Preparation Assistance
- Improper Payments Act Audits
- Contract and Grant Auditing and Close-Out
- Program Compliance Reviews
- Recovery Audits
- Internal Control Reviews
- Various Agreed-Upon Procedures Reviews
- Bank Examination

Enterprise System Assurance & Technology Services

- Enterprise Security Awareness Training Under FISMA
- Data Analysis and Migration
- Control Self Assessments - NIST Standards
- OMB Circular A-127, A-130, & A-123 Reviews
- Federal Financial System (FFS) and Momentum System Integration Assistance
- SAS 70 Reviews
- Business Continuity Planning
- Database Management & Help Desk Services

Summary of Capabilities and Past performance

Regis & Associates, PC possesses a wealth of experience in providing a broad range of accounting, auditing, and management consulting services to federal and state governments. We possess the resources and experience to assist your agency or organizational unit in many aspects of your financial and programmatic operations. Below is a summary of just some of the clients that we have successfully served:

Auditing and Complementary Audit Experience

- Financial Statement Audit of the Federal Maritime Commission
- Assessment of IT Systems and Security Controls for the Architect of the Capitol
- IT Security Audits Under NIST Standards for USAID
- Financial Statement Audit of the National Council on Disability
- Financial Statement Audit of the Administrative Conference of the United States
- Incurred Cost Submission and Contract Close-out Audits of Contractors for the Environmental Protection Agency
- Multiple Contract Audits of Afghanistan Reconstruction Contractors for the Special Inspector General for Afghanistan Reconstruction
- FISMA Auditing Services to the Department of State
- Financial Statement Audit of the Department of the Interior – MMS under the CFO Act
- Financial Statement Audit of the US Department of Education (sub-contractor)
- Assessment of Internal Controls Over Financial Reporting, for the GSA Federal Technology Service, under OMB Circular A-123
- Government Purchase Card Auditing Services for the Defense Contract Management Agency, under OMB Circular A-123
- Use of Data Mining Techniques to Assist the Special Inspector General for Iraq Reconstruction, in Identifying Errors in Datasets, and Providing Auditability Assessment Services
- Defense Travel Services Audit for the Defense Contract Management Agency
- Financial Statement Audit of the District of Columbia 529 College Savings Plan
- Comprehensive Review of FEMA's Accountable Property, for the DHS
- Audits of Postal Installations, for the USPS-OIG pursuant to the CFO Act
- CFO Act Audit Coordination Services for the US Coast Guard
- Audit of the USDA –Rural Development's Credit Reform Process
- Six Contractor Accounting Systems Reviews for the Federal Highway Administration
- Incurred Cost Submission Audits of Contractors for the Federal Transit Administration
- Audits of FEMA Mission Assignments, for DHS
- Contract Audits for the Government National Mortgage Association (Ginnie Mae)
- Contract Auditing Services for the Drug Enforcement Administration
- Contractor Audit for the Federal Deposit Insurance Corporation
- Contract Audits for HUD, in Accordance with the Improper Payments Elimination and Recovery Act of 2010 Capital Purchase Program (CPP) Compliance Reviews for the Treasury, under the Troubled Asset Relief Program
- Grant Auditing Services to the US Department of Energy–OIG, under the American Recovery and Reinvestment Act
- Two Project-Based, Section-8 Billing Studies for HUD, under the Improper Payments Information Act of 2002
- Auditing Services to the USDA–OIG, under the American Recovery and Reinvestment Act
- Audits of HUD Preservation Offices' Mark to Market Program's Restructuring Activities, and Audits of Rehabilitation Escrow Administrators' accounts
- Bank and Thrift Examination Services for the OCC and OTS
- Performance Audits of Emergency Preparedness Grants to States, for DHS
- Audits of Construction Projects, funded under the American Recovery and Reinvestment Act, for the Bureau of Indian Affairs
- OMB Circular A-133 Auditing Services to the District of Columbia Department of Public Works
- Numerous Grant Audits of Federal Funding, for the Corporation for National and Community Service-OIG

- Performance Audit of the President's AIDS Initiative in Africa (PEPFAR), for the Department of State
- Public-Private Investment Program Compliance Reviews for the Treasury, under the Troubled Asset Relief Program
- Nationwide Representative Payee Audits, for the Social Security Administration
- Grant and Contract Audits and Indirect Cost Rate Reviews of Grantees and Contractors, for the Department of State
- Agreed-upon Procedures Audits of Participating Administrative Entities, under HUD's Mark-to-Market Program

Management Consulting and Systems Experience

- Assessment of and Opinion on a Housing Authority's Capital Program Revenue Bond Issue Submittal, for HUD
- Independent Verification and Validation of IT Security Findings for the Architect of the Capitol's OIG
- Development and Testing of a National Drug Control Policy Guidance/Compliance Document for the Executive Office of the President - ONDCP
- Risk-based Financial Reviews and Risk-Based Targeting Module Support of HUD's Management and Marketing Contractors
- Development of Reporting Procedures for Servicer Compliance Results for the Treasury, under the Troubled Asset Relief Program
- Evaluation of Field Benefit Administrator Operations for the Pension Benefit Guaranty Corporation
- Cable Rate Regulation Services to the FCC
- Enterprise Security Awareness Training (ESAT) Services to HUD, in accordance with FISMA
- IT Investments Planning and Analysis to CMS, in accordance with the Clinger-Cohen Act

Financial Management Support Services Experience

- Year-end financial management assistance to the Department of Commerce
- Financial Management Support Services to the Navy/AA, Navy CIO, the Naval Audit Service, and NCIS
- Financial Statement Compilation for the Armed Forces Retirement Home
- Accounting Support Services to the Broadcasting Board of Governors
- Government Purchase Card Management Support Services to the Transportation Security Administration, under OMB Circular A-123
- Nationwide Accounting Support Services to the Federal Aviation Administration
- Monitoring Support of HUD's Single Family Disposition Operations in three HOCs
- Financial Management Support Services to the Federal Highway Administration
- Nationwide Financial Management Support to the National Oceanic and Atmospheric Administration
- Accounting Support Services to the Architect of the Capitol
- Financial Management and OMB Circular A-123 Support Services to the Bureau of Census
- Financial Management Support Services to the FAA's Accountable Property Function
- Physical Inventory Services to the Department of Transportation-Working Capital Fund - TRANServe Program
- Support Services to HUD, in Managing the Programs, Operations, and Activities of a Housing Authority in Receivership

Program Support Services Experience

- Administrative Support Services to the Federal Highway Administration
- Program Support and Fiscal Agent Services to NOAA, for five Scholarship Programs
- Equity Monitoring Support Services of HUD's 601 Accelerated Claims Disposition Program
- On-site Reviews of HUD/FHA Mortgage Origination Lenders
- Review and Management Assessment of a Public Housing Authority Participating in HUD's Capital Fund Financing Program
- Contract Closeout Services to the DHHS-ACF

- Comprehensive Assessment of a Housing Authority's Moving-to-Work Program, for HUD

State and Local Government Services

- Analysis and Reconciliations of Numerous Federal Grants, for the DC Superintendent of Education
- Indirect Cost Rate Reviews for the DC Government
- Financial Statement Compilation of the District of Columbia OPEB/Annuitants Health and Life Insurance Trust Fund
- Internal Control Reviews of the District of Columbia, Water and Sewer Authority
- Accounting Support and Year-end Closing Assistance to the University of the District of Columbia
- Year-end Closing Support to the District of Columbia Public Schools
- Unemployment Insurance Compliance Audits of Employers, for the DC Department of Employment Services
- Medical Entity Accounting Services and Close-out Services, for the District of Columbia Office on Aging

Integrated Consulting Services

Regis & Associates, PC possesses a wealth of experience in providing a broad range of Management, Organization, and Business Improvement services to federal and state governments. What we will bring to projects is an unmatched understanding of the programs, activities, and functions undertaken by federal government agencies. We have successfully provided management consulting services to numerous federal agencies. We possess the resources and experience to assist your agency or organizational unit in many aspects of your operations. Our capabilities include:

- Enterprise Security Awareness Training Under FISMA
- Independent Verification and Validation Services
- Development and Implementation of Policies and Procedures
- Assistance with the Implementation of the Improper Payments Act of 2002
- Performance of Special Studies to Improve Operations
- Financial Systems Implementation
- Benchmarking Studies
- Contract Compliance Reviews
- Process Analysis and Application of Business Rules
- Conducting Cost Benefit Analyses
- Economic Analysis & Cost Benefit Studies
- Litigation Support Services; and
- Various Program Support Services

Customer Information

1a. Table of Awarded Special Item Number(s) with appropriate cross-reference to page numbers:

| SIN | Recovery | SIN Description |
|---------|-----------|---|
| C520-1 | C520-1RC | Program Financial Advisor |
| C520-11 | C520-11RC | Accounting |
| C520-12 | C520-12RC | Budgeting |
| C520-13 | C520-13RC | Complementary Financial Management Services |
| C520-15 | C520-15RC | Outsourcing Recurring Commercial Activities for Financial Management Services |
| C520-2 | C520-2RC | Transaction Specialist |
| C520-21 | C520-21RC | Program Management Services |
| C520-3 | C520-3RC | Due Diligence & Support Services |
| C520-5 | C520-5RC | Loan Servicing & Asset Management |
| C520-7 | C520-7RC | Financial & Performance Audits |
| C520-8 | C520-8RC | Complementary Audit Services |
| C520-9 | C520-9RC | Recovery Audits |
| C874-1 | C874-1RC | Integrated Consulting Services |

1b. Identification of the lowest priced model number and lowest unit price for that model for each special item number awarded in the contract. N/A

1c. If the Contractor is proposing hourly rates a description of all corresponding commercial job titles, experience, functional responsibility and education for those types of employees or subcontractors who will perform services shall be provided. See pages 4 and following

2. Maximum Order: \$1,000,000.00

3. Minimum Order: \$100.00

4. Geographic Coverage (delivery Area): Domestic and Overseas

5. Point(s) of production (city, county, and state or foreign country): Same as company address

6. Discount from list prices or statement of net price: Government net prices (discounts already deducted).

7. Quantity discounts: N/A

8. Prompt payment terms: 0.5% 10 days; .25% 20 days, Net 30

9a. Notification that Government purchase cards are accepted up to the micro-purchase threshold: Yes

9b. Notification whether Government purchase cards are accepted or not accepted above the micro-purchase threshold: Yes

10. Foreign items (list items by country of origin): N/A

11a. Time of Delivery (Contractor insert number of days): Specified on the Task Order

11b. Expedited Delivery. The Contractor will insert the sentence "Items available for expedited delivery are noted in this price list." under this heading. The Contractor may use a symbol of its choosing to highlight items in its price list that have expedited delivery: Contact Contractor

- 11c. **Overnight and 2-day delivery.** The Contractor will indicate whether overnight and 2-day delivery are available. Also, the Contractor will indicate that the schedule customer may contact the Contractor for rates for overnight and 2-day delivery: Contact Contractor
- 11d. **Urgent Requirements.** The Contractor will note in its price list the “Urgent Requirements” clause of its contract and advise agencies that they can also contact the Contractor’s representative to effect a faster delivery: Contact Contractor
12. **F.O.B Points(s):** Destination
- 13a. **Ordering Address:** Same as Contractor
- 13b. **Ordering procedures:** For supplies and services, the ordering procedures, information on Blanket Purchase Agreements (BPA’s), and a sample BPA can be found at the GSA/FSS Schedule homepage (fss.gsa.gov/schedules).
14. **Payment address:** Same as company address
15. **Warranty provision:** Contractor’s standard commercial warranty.
16. **Export Packing Charges (if applicable):** N/A
17. **Terms and conditions of Government purchase card acceptance (any thresholds above the micro-purchase level):** Contact Contractor
18. **Terms and conditions of rental, maintenance, and repair (if applicable):** N/A
19. **Terms and conditions of installation (if applicable):** N/A
20. **Terms and conditions of repair parts indicating date of parts price lists and any discounts from list prices (if applicable):** N/A
- 20a. **Terms and conditions for any other services (if applicable):** N/A
21. **List of service and distribution points (if applicable):** N/A
22. **List of participating dealers (if applicable):** N/A
23. **Preventive maintenance (if applicable):** N/A
- 24a. **Environmental attributes, e.g., recycled content, energy efficiency, and/or reduced pollutants:** N/A
- 24b. **If applicable, indicate that Section 508 compliance information is available on Electronic and Information Technology (EIT) supplies and services and show where full details can be found (e.g. contactor’s website or other location.) The EIT standards can be found at:** www.Section508.gov/.
25. **Data Universal Numbering System (DUNS) number:** 948269196
26. **Notification regarding registration in System for Award Management (SAM) database:** Registered

Pricing

The rates shown below include the Industrial Funding Fee (IFF) of 0.75%.

| SIN | Awarded Labor Category | Minimum Education | Minimum Experience | Contractor/ Customer Site | GSA Awarded Hourly Rate Year 1 | GSA Awarded Hourly Rate Year 2 | GSA Awarded Hourly Rate Year 3 | GSA Awarded Hourly Rate Year 4 | GSA Awarded Hourly Rate Year 5 |
|---|------------------------------|-------------------|--------------------|---------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|--------------------------------|
| C874-1/C874-1RC | Partner | Bachelors | 10 | Both | \$121.38 | \$123.69 | \$126.04 | \$128.43 | \$130.87 |
| C874-1/C874-1RC | Senior Manager | Bachelors | 10 | Both | \$100.54 | \$102.45 | \$104.40 | \$106.38 | \$108.40 |
| C874-1/C874-1RC | Manager | Bachelors | 8 | Both | \$85.72 | \$87.35 | \$89.01 | \$90.70 | \$92.42 |
| C874-1/C874-1RC | Supervisor /Senior | Bachelors | 6 | Both | \$64.55 | \$65.78 | \$67.03 | \$68.30 | \$69.60 |
| C874-1/C874-1RC | Senior Functional Expert | Masters | 10 | Both | \$95.24 | \$97.05 | \$98.89 | \$100.77 | \$102.69 |
| C874-1/C874-1RC | Program Manager | Bachelors | 10 | Both | \$136.76 | \$139.36 | \$142.01 | \$144.70 | \$147.45 |
| C874-1/C874-1RC | Assistant Program Manager | Bachelors | 7 | Both | \$82.96 | \$84.54 | \$86.14 | \$87.78 | \$89.45 |
| C874-1/C874-1RC | Senior Training Instructor | Bachelors | 4 | Both | \$73.75 | \$75.15 | \$76.58 | \$78.03 | \$79.52 |
| C874-1/C874-1RC | Business Analyst II | Bachelors | 5 | Both | \$99.81 | \$101.71 | \$103.64 | \$105.61 | \$107.61 |
| C874-1/C874-1RC | Business Analyst | Bachelors | 3 | Both | \$73.75 | \$75.15 | \$76.58 | \$78.03 | \$79.52 |
| C874-1/C874-1RC | Training Program Coordinator | Bachelors | 4 | Both | \$99.61 | \$101.50 | \$103.43 | \$105.40 | \$107.40 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Partner | Bachelors | 12 | Both | \$164.45 | \$167.57 | \$170.76 | \$174.00 | \$177.31 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Senior Manager | Bachelors | 10 | Both | \$136.21 | \$138.80 | \$141.44 | \$144.12 | \$146.86 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Manager | Bachelors | 6 | Both | \$116.13 | \$118.34 | \$120.58 | \$122.88 | \$125.21 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Supervisor/Senior | Masters | 4 | Both | \$87.45 | \$89.11 | \$90.80 | \$92.53 | \$94.29 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Senior Auditor | Masters | 2 | Both | \$73.84 | \$75.24 | \$76.67 | \$78.13 | \$79.61 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Staff Auditor | Bachelors | 1 | Both | \$58.78 | \$59.90 | \$61.03 | \$62.19 | \$63.38 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Information Systems Auditor | Bachelors | 3 | Both | \$121.87 | \$124.19 | \$126.55 | \$128.95 | \$131.40 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Senior Functional Expert | Bachelors | 10 | Both | \$129.04 | \$131.49 | \$133.99 | \$136.54 | \$139.13 |
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Senior Systems Accountant | Bachelors | 4 | Both | \$110.74 | \$112.84 | \$114.99 | \$117.17 | \$119.40 |

| SIN | Awarded Labor Category | Minimum Education | Minimum Experience | Contractor/ Customer Site | GSA Awarded Hourly Rate Year 1 | GSA Awarded Hourly Rate Year 2 | GSA Awarded Hourly Rate Year 3 | GSA Awarded Hourly Rate Year 4 | GSA Awarded Hourly Rate Year 5 |
|---|------------------------|-------------------|--------------------|------------------------------|--|--|--|--|--|
| C520-1, C520-2, C520-3, C520-5, C520-7, C520-8, C520-9, C520-12, C520-15, C520-21 | Systems Accountant | Bachelors | 2 | Both | \$85.38 | \$87.00 | \$88.66 | \$90.34 | \$92.06 |
| C520-11, C520-13 | Partner | Bachelors | 12 | Both | \$164.50 | \$167.63 | \$170.81 | \$174.06 | \$177.36 |
| C520-11, C520-13 | Manager | Bachelors | 6 | Both | \$104.18 | \$106.16 | \$108.18 | \$110.23 | \$112.33 |
| C520-11, C520-13 | Supervisor/Analyst | Bachelors | 4 | Both | \$86.16 | \$87.80 | \$89.47 | \$91.17 | \$92.90 |
| C520-11, C520-13 | Senior Accountant | Masters | 2 | Both | \$68.38 | \$69.68 | \$71.00 | \$72.35 | \$73.73 |
| C520-11, C520-13 | Staff Accountant | Bachelors | 1 | Both | \$59.53 | \$60.66 | \$61.81 | \$62.99 | \$64.18 |
| C520-11, C520-13 | Accounting Technician | Bachelors | 2 | Both | \$40.41 | \$41.18 | \$41.96 | \$42.76 | \$43.57 |

Labor Descriptions

FABS Labor Category Descriptions

Audit SINS (C520-7, 8, and 9)

Audit Partner

Minimum experience includes 12 years of experience in audit and accounting (including 3 years of government experience), Bachelors Degree, CPA License, 80 hours of continuing professional education and training in the past two years that meets the government CPE requirements. Subject matter expertise shall include any of the following: the CFO Act; Federal Managers' Financial Integrity Act and its implementing guidelines; OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and other statutes governing financial management. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Senior Audit Manager

Minimum experience includes 10 years of audit or accounting experience (including 2 years of government experience), Bachelors Degree, CPA Certification, and 80 hours of continuing professional education and training in the past two years that meets the government CPE requirements. Subject matter expertise shall include any of the following: the CFO Act; Federal Managers' Financial Integrity Act and its implementing guidelines; OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and other statutes governing financial management. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Audit Manager

Minimum experience includes 6 years of audit and/or accounting experience, Bachelors Degree, CPA Certification, and 80 hours of continuing professional education in the past two years that meets the government CPE requirements. Subject matter expertise shall include any of the following: the CFO Act; Federal Managers' Financial Integrity Act and its implementing guidelines; OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and other statutes governing financial management. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Audit Supervisor

Minimum experience includes 4 years of audit and/or accounting experience, Bachelor's degree, and 80 hours of continuing professional education and training in the past two years that meets the government CPE requirements. Subject matter expertise shall include any of the following: the CFO Act; Federal Managers' Financial Integrity Act and its implementing guidelines; OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and other statutes governing financial management. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Audit Senior

Minimum experience includes at least 2 years of audit and/or accounting experience, Bachelors Degree, and 80 hours of continuing professional education in the past two years that meets the government CPE requirements. Subject matter expertise shall include any of the following: the CFO Act; Federal Managers' Financial Integrity Act and its implementing guidelines; OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration;

and other statutes governing financial management. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Staff Auditor

No minimum work experience, Bachelors Degree, and 80 hours of continuing professional education in the past two years that meets the government CPE requirements. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Information Systems Auditor

Minimum experience includes 3 years of experience in EDP auditing, Bachelor's Degree, and 80 hours of continuing professional experience in the past two years that meets the government CPE requirements. Provides specialized knowledge that helps plan the information systems portion of the engagement. Identifies appropriate information systems substantive testing, provides insight into potential information systems risks, and tests information systems security. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment and to government auditing.

Senior Functional Expert

Minimum experience includes 10 years of experience in the field of financial management, accounting, cost estimating, FISMA, business process improvement, financial systems, information technology applications, economics, statistics, or related fields. Possesses a B.A, B.S., or advanced degree or specialized field certifications such as: CISSP, CGFM, CPA, CISA, CISM, or equivalent. Duties include problem definition, analysis, and development of solutions related to complex financial, operational, or systems issues. This may include analysis, evaluations, and remediation of financial management systems, which may include: information systems architecture assessments, risk management, life-cycle management, modeling and simulation, and complex statistical modeling and analysis.

Senior Systems Accountant

Minimum experience includes 4 years of experience in any of the following: financial systems integration, systems maintenance, systems security, systems design, disaster recovery, data extraction and analysis, and system performance evaluation. Possesses a Bachelor's Degree, and has 80 hours of continuing professional experience in the past two years that meets the government CPE requirements. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment.

Systems Accountant

Minimum experience includes 2 years of experience in any of the following: financial systems integration, systems maintenance, systems security, systems design, disaster recovery, data extraction and analysis, and system performance evaluation. Possesses a Bachelor's Degree, and has 80 hours of continuing professional experience in the past two years that meets the government CPE requirements. At least 24 of the 80 hours of continuing education and training must be in subjects related to the government environment.

Accounting SINS (C520-11, 12, 13, and 15)

Partner

Minimum experience includes 12 years of financial or business consulting experience. Demonstrated subject matter work expertise in Federal accounting or auditing matters. Such subject matter expertise shall include any of the following: the CFO Act; Federal Managers' Financial Integrity Act and its implementing guidelines; OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and statutes governing internal controls. Duties include: the ability to solve complex Federal financial management issues, managing customer relations, and technical oversight of engagements. Education: Bachelor of Science or Arts Degree in Accounting, Management, or related fields.

Senior Manager - C520-12 and 15 (only)

Minimum experience includes 10 years of applicable financial or business consulting experience, including 3 year of management experience. Such subject matter expertise shall include any of the following: the CFO Act; FMFIA, OMB Circular A-123; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and statutes governing internal controls. Assigns work tasks to team members; develops, maintains, and monitors sub-task work plans; performs issue resolution; provides updates on engagement progress to Partner; and helps draft final report. Also, conducts quality control inspections of deliverables and reviews, and approves all milestone documentation. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Manager

Minimum experience includes 6 years of applicable financial or business consulting experience, including 1 year of management experience. Such subject matter expertise shall include any of the following: the CFO Act; FMFIA, OMB Circular A-123; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and statutes governing internal controls. Assigns work tasks to team members; develops, maintains, and monitors sub-task work plans; performs issue resolution; provides updates on engagement progress to Partner; and helps draft final report. Also, conducts quality control inspections of deliverables and reviews, and approves all milestone documentation. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Supervisor/Analyst

Minimum experience includes 4 years of applicable financial or business consulting experience. Expertise shall include any of the following: the CFO Act; FMFIA, OMB Circular A-123; the Federal Financial Management Improvement Act; AICPA Standards; Budget Formulation and Execution; Financial Systems Integration; and other statutes governing financial management. That individual analyzes and develops client solutions, prepares client deliverables, assigns tasks to junior staff, participates in planning of engagements, and ensures that deliverables are in compliance with the statement of work. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Senior Accountant

Minimum experience includes 2 years of applicable financial or business consulting experience. Experience shall include any of the following: Federal accounting and budgeting; internal controls; Federal financial systems; and other statutes governing financial management. That individual assists in the analysis and development of client solutions, prepares client deliverables, participates in the planning of engagements, and assists in ensuring that deliverables are in compliance with the statement of work. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Staff Accountant

No minimum experience required. That individual assists in the analysis and development of client solutions and client deliverables, participates in the planning of engagements, and assists in ensuring that deliverables are in compliance with the statement of work. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Accounting Technician

Minimum education includes 2 years of college or an Associates Degree and 2 years of experience. That individual conducts financial transaction processing, financial reconciliations and accounts maintenance, maintains customer relations, understands basic Federal or commercial financial management processes, and possesses good communication and software application skills.

Due Diligence SINS (C520-1, 2, 3, 5 and 21)**Partner**

Minimum experience includes 12 years of applicable financial or business consulting experience, including substantial experience in managing the business associated with client requirements. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. Has overall responsibility for ensuring that goals and objectives are accomplished within prescribed timeframe and funding parameters. Negotiates on behalf of the Firm, commits resources to projects, and ensures compliance with Firm policies and professional standards. Education: Bachelor of Science or Arts Degree.

Senior Manager

Minimum experience includes 10 years of analytical experience. That individual will organize and manage the project/program to ensure that all contractual obligations are fulfilled in an efficient and timely manner. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. Has the ability to manage multiple tasks; serve as point of contact with the Contracting Officers; formulate and enforce work standards; develop schedules; review work discrepancies; communicate policies and goals of the organization; and manage and control funds and resources. Education: Bachelor of Science or Arts Degree.

Manager

Minimum experience includes 6 years of analytical experience in finance, business, or related fields, with demonstrated ability to supervise or lead a team of analysts. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. Serves as a group leader, ensuring that a group of analysts work in concert to meet analytical deliverables within the time frame specified by the customer, and that all of the requirements are met. Has expertise in either accounting principles, financial systems application standards, or business management practices. Education: Bachelor of Science or Arts Degree.

Supervisor/Senior

Minimum experience includes 4 years in developing and applying analytic methodologies and principles, and is recognized as a leader in financial management functions and management consulting. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. That individual leads the application of analytic techniques and helps define project objectives and strategic direction. Responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior staff, as necessary, on activities related to the application of analytical techniques and methodologies. Has demonstrated managerial and supervisory skills. Holds a Bachelor's Degree.

Senior Auditor

Minimum experience includes 2 years in developing and applying analytic methodologies and principles, and has demonstrated skills in financial management functions and management consulting. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. That individual applies analytic techniques in the evaluation of project objectives, and contributes to the implementation of strategic direction. Performs functions, including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with the Project Manager. Directs the activities of junior staff, as necessary. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Staff Auditor

No minimum experience required. That individual applies analytic techniques in the evaluation of project objectives, and contributes to the implementation of strategic direction. Performs functions, including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

Information Systems Auditor

Minimum experience includes 3 years experience in EDP auditing. Provides specialized knowledge that helps plan the information systems portion of the engagement. Identifies appropriate information systems substantive testing, provides insight into potential information systems risks, and tests information systems security. That individual may also lead audit teams in the actual performance of audit work for specific information systems. Education: Bachelor's Degree, and may possess CISA certification.

Senior Functional Expert

Minimum experience includes 10 years of organization-wide knowledge and experience in one or more designated functional and/or domain areas. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. That individual provides insight and advice on strategic direction and applicability of up to date industry standard and solutions. Is responsible for providing high level vision to program/project manager or senior client leadership to influence objectives of complex efforts. That individual is primarily utilized on projects for his/her specific expertise, and not in a managerial capacity. That individual supports the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction. Education: Bachelor's Degree.

Senior Systems Accountant

Minimum experience includes 4 years of experience in any of the following: financial systems integration, systems maintenance, systems security, systems design, disaster recovery, data extraction and analysis, and system performance evaluation. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. That individual leads the application of analytical techniques, and helps define project objectives and strategic direction. Is also responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior staff, as necessary, on activities related to the application of analytical techniques and methodologies. Has demonstrated managerial and supervisory skills. Holds a Bachelors Degree.

Systems Accountant

Minimum experience includes 2 years in financial systems integration, systems maintenance, systems security, systems design, disaster recovery, data extraction and analysis, and system performance evaluation. Industry experience may include: the mortgage and housing industries; securities; transportation; healthcare; defense; telecommunications; energy; technology; Federal, state, and local governments; education; and a broad range of Federal and commercial programs, activities, and functions. That individual applies analytical techniques in the evaluation of project objectives, and contributes to the implementation of strategic direction. Performs functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project teams' objectives, and works closely with the Project Manager. Directs the activities of junior staff, as necessary. Possesses a BS or BA degree in Accounting, Finance, Management, or related fields.

MOBIS Labor Category Descriptions

Integrated Consulting Services SINS (C874-1)

Partner

Possesses demonstrated subject matter work expertise of 10 or more years in Federal and private sector financial and operational matters. Such subject matter expertise shall include but is not limited to: business process improvement, the CFO Act; Federal Managers' Financial Integrity Act (FMFIA) and its implementing guidelines, OMB Circular A-123, Management's Responsibility for Internal Control; the Federal Financial Management Improvement Act (FFMIA); and other statutes governing internal controls. Duties include: the ability to solve complex operational and financial management issues, managing customer relations; and technical oversight of engagements. Education: Bachelor's of Science or Arts Degree in Accounting or Management.

Senior Manager

Description: The Program Manager provides oversight and senior level management to overall contract operations that involves multiple projects/tasks and groups of personnel. That individual maintains and manages relationships with senior level management within the client organization. Is responsible for ensuring senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, this may include subject matter and unique technical knowledge. The Program Manager is responsible for managing multiple contract operations, ensures quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance.

Experience & Education: Minimum of 10 years experience and Bachelors Degree.

Manager

Description: Performs day-to-day management of contract support operations, possibly involving multiple tasks and groups of personnel at multiple locations, on a single project. Demonstrates skills in the scope of work encompassed by the task order; provides technical guidance to the project team in performance of the work, and reviews the quality of all work products. Organizes, directs, and coordinates the planning and production of all contract support activities. Responsible for staffing, project planning, project financials, and staff direction and oversight. That individual maintains and manages the client interface at the COTR levels of the client organization. That individual assists the Program Manager as required in managing contract performance.

Experience & Education: Minimum of 8 years experience and Bachelors Degree.

Supervisor/Senior

Description: The Supervisor/Senior is experienced in task management, and is responsible for ensuring successful task completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions. Organizes, directs, and coordinates the planning and production of all activities associated with assigned tasks.

Experience & Education: Minimum of 6 years experience and Bachelors Degree.

Senior Functional Expert

Description: This is a Senior professional with extensive organization-wide knowledge and experience in one or more designated functional and/or domain areas. That individual provides insight and advice on strategic direction and applicability of up to date, industry standard and solutions. The Senior Functional Expert is responsible for providing high level vision to program/project manager or senior client leadership to influence objectives of complex efforts. That individual is primarily utilized on projects for their specific expertise, not in a managerial capacity, and supports the creation of comprehensive methods for describing current and/or future structure and behavior of an organization's processes, systems, personnel and organizational sub-units, so that they align with the organization's core goals and strategic direction.

Experience and Education: Minimum of 10 years experience and Bachelors Degree.

Program Manager

Description: The Program Manager provides oversight and executive level management to overall contract operations often involving multiple projects/tasks and groups of personnel at multiple locations. That individual maintains and manages relationships with senior level management within the client organization. That individual is also responsible for ensuring that senior level management within the client organization is aware of overall program status, including all relevant projects and their potential impact on higher level organizational strategic vision, this may include subject matter and unique technical knowledge. The Program Manager is responsible for managing multiple contract operations, ensure quality standards and work performance on all task orders and projects, plans, organizes and oversees work efforts, assigns resources, manages personnel, provides risk management, ensures quality management, monitors overall project and contract performance.

Experience and Education: Minimum of 10 years experience and Bachelors Degree

Assistant Program Manager

Description: The Assistant Program Manager is experienced in project and task management, and is responsible for ensuring successful task completion within the scheduled timeframe consistent with the established scope of work to include both the technical and financial solutions. That individual organizes, directs, and coordinates the planning and production of all activities associated with assigned tasks.

Experience and Education: Minimum of 7 years experience and Bachelors Degree

Senior Training Instructor

The Senior Training Instructor designs, develops, documents, and delivers training courses to a wide range of audiences. That individual employs various training techniques including formal lectures, seminars, tutorials and self-paced exercises, and computer-based training (CBT). Provides professional guidance to managers, analysts, specialists, and programmers in the use of the software. Participates in user-support related tasks. Leads efforts in the areas of training plan development, training material preparation, curricula definition and training course delivery. Education and Experience: BS/BA degree required and 4 years experience.

Business Analyst II

Description: The Business Analyst II has extensive knowledge and experience in developing and applying analytic methodologies and principles, and is recognized as a leader within MOBIS functions. That individual leads the application of analytic techniques and helps define project objectives and strategic direction. Is also responsible for providing leadership and vision to client and project teams around the methodology. Resolves complex problems, which require an in-depth knowledge of analytic methodologies and principles. Directs the activities of more junior Analysts or other staff as necessary on activities related to the application of analytical techniques and methodologies. Demonstrated managerial and supervisory skills.

Experience and Education: Minimum of 5 years experience and Bachelors Degree

Business Analyst

Description: The Business Analyst will possess demonstrated knowledge and experience in applying analytic methodologies and principles to address client needs. That individual applies analytic techniques in the evaluation of project objectives and contributes to the implementation of strategic direction. Performs analyst functions including data collection, interviewing, data modeling, project testing, and creation of performance measurements to support project objectives. Conducts activities in support of project team's objectives. Works closely with Business Analyst II, Task Leads, or Project Manager. Directs the activities of junior staff as necessary.

Experience and Education: Minimum of 3 years experience and Bachelors Degree

Training Program Coordinator

The Training Program Coordinator oversees the marketing, development, and execution of training program across business enterprises. That individual leads in the areas of curriculum integration, coordinating the logistics of training

programs, and marketing training programs to existing or potential clients. That individual also assists with the planning, design, development, documentation, and delivery of training courses when necessary. The Training Program Coordinator also provides professional guidance to clients in the use of training software, participates in user-support related tasks; and assists with training material preparation, curricula definition, and training course delivery.

Education and Experience: BS/BA degree required and 4 years experience.

Service Contract Act: The Service Contract Act (SCA) is applicable to this contract as it applies to the entire Consolidated Schedule and all services provided. While no specific labor categories have been identified as being subject to SCA due to exemptions for professional employees (FAR 22.1101, 22.1102 and 29 CFR 541.300), this contract still maintains the provisions and protections for SCA eligible labor categories. If and / or when the contractor adds SCA labor categories / employees to the contract through the modification process, the contractor must inform the Contracting Officer and establish a SCA matrix identifying the GSA labor category titles, the occupational code, SCA labor category titles and the applicable WD number. Failure to do so may result in cancellation of the contract.